Job Opportunity
State Controller's Office

Position:	Associate/Staff Programmer Analyst (Specialist)
Position #:	051-340-1579-XXX 051-340-1581-024
Salary Range:	$4619-$5897 $5065-$6466
Issue Date:	June 2, 2008
Contact:	Eva Adame (916) 323-6695
Location:	Information Systems Division 300 Capitol Mall, 7th Floor Sacramento, CA 95814
Final Filing Date:	Statewide Until Filled

Applications:

Individuals who are currently in this classification, or are eligible for lateral, transfer, promotion, T&D, or are reachable on a certification list may apply. SROA/Surplus candidates will be given priority.

All hires will be subject to a background check.

For permanent positions, SROA and surplus candidates should attach "surplus letters" to their application. Failure to do so may result in your application not being considered.

Submit a Std.678 State Application and Resume to:

State Controller's Office
Information Systems Division
ATTN: Eva Adame / Ref# 08-184
300 Capitol Mall, 7th Floor
Sacramento, CA 95814

Scope of the Position: Under the general supervision of the Data Processing Manager II, the Associate Programmer Analyst (Specialist) will function as a journey-level programmer of a multi-disciplined project team responsible for implementing and maintaining complex information technology systems. The incumbent will provide an advanced level of knowledge in systems analysis, project management, systems development lifecycle process and general Information Technology business knowledge, practices and procedures in support of the Personnel and Payroll Services Division, HRMS which includes Employment History, California Leave Accounting System, Civil Service Payscales as well as other interdependent personnel systems. Specific duties include but will not be limited to the following:

DUTIES WILL COMMENSURATE WITH LEVEL HIRED

Duties and Responsibilities: (Candidates must perform the following functions with or without reasonable accommodations).

- Review projects requested by user; holds frequent and regular discussions with user; evaluates user requests and statements for appropriateness; and thoroughly documents user needs.
- Prepare work plans and detail tasks with an estimate of time and resources required to complete the project. Review work plans with user and supervisor.
- Develop products in the various phases of the system development life cycle, which includes:
  Construction and Testing – prepare program specifications, translate specifications into computer programs using languages such as COBOL, FOCUS, IDMS DML, KeyMASTER, and VisionResults (DYL280), perform assessment of programs, write JCL, and develops program documentation.
  System Design – translate requirements into an interrelated data flow and performs alternative feasibility analysis.
  Implementation – coordinate training of users; control projects and assure user interface through the changeover period.
  Preliminary Study - problem definition and system objectives.
  Current System Analysis – gather data; perform environmental analysis; evaluate constraints; assess user needs; and system requirements.
  Review and Follow-up – measure the effectiveness of the system design in relation to original requirements and current conditions.
- Assist in development of standards and criteria for systems design and programming. This includes among other things a complete knowledge of, and recommendations pertaining to, the computer environment and the techniques for implementing and maintaining the application system.